



I. Overview

Student Information

Student Name: _____ Grade: _____ Gender: _____ D.O.B.: _____

Address: _____

Student Email: _____ Student Phone: _____

Parent/Guardian Name: _____

Parent/Guardian Email: _____ Parent/Guardian Phone: _____

Trainer Name: _____

Trainer Email: _____ Trainer Phone: _____

Allergies / Significant Medical Concerns: _____

School Information

School Name: _____

Primary Contact: _____ Email: _____ Phone: _____

Address: _____

Coursework Information

Subject	Teacher Name	Teacher Email

Academic Progress Reporting

At the conclusion of each study hall session, Blue Ribbon Scholars staff will guide students to fill out an online study log detailing work completed and planner for assignments / tasks to be completed in the next session. Staff will also maintain online attendance records and note work completed, progress, and challenges. All attendance records will be communicated on a weekly basis with the student's schoolteachers / administrators, and parents. Student study logs and attendance records are accessible to parents and guardians at any time via the [Online Student Portal](#).

At the conclusion of each 1:1 session, the Blue Ribbon Scholars learning coach will fill out a progress report that details specific topics covered, areas for improvement, and any practice work assigned. This progress report will be communicated to parents within 24 hours of completing the session.



II. Services Offered and Pricing

Blue Ribbon Scholars will collaborate with students, teachers, and families to design the optimal learning plan. The Study Hall program is offered on-site at HITS Post Time farm throughout the 2023 holiday series and during the 2024 winter circuit. Individual 1:1 coaching/tutoring is available year-round, both in-person and via Zoom online videoconferencing.

Services Rendered	Study Hall	1:1 Coaching
	12-14 hours / week (instruction included)	A la carte service (billed hourly)
<i>Subject matter instruction</i>	✓	✓
<i>Communication with school</i> ¹	✓	
<i>Communication with parents</i>	✓	✓
<i>Executive function (EF) skills coaching</i>	✓	✓
<i>Email skills coaching</i>	✓	✓
<i>Digital literacy skills development</i>	✓	✓
<i>Test proctoring</i> ²	✓	
<i>Test preparation (SAT/PSAT/ACT)</i>		✓
<i>College Advising, including NCEA recruiting</i>		✓

- 1) Communication with school included with study hall fee. Beyond standard session reports, extra communication with school for students enrolled in 1:1 coaching is billed separately at \$50 / hour.
- 2) \$50 / hour surcharge for students not enrolled in study hall.

Price List	Fee
<i>Initial Consultation</i>	Complimentary
<i>Registration Fee</i>	\$100 (one-time fee)
HITS On-Site Study Hall	
<i>Weekly fee</i>	\$600 / week
<i>Pro-rated daily fee</i>	\$150 / day
1:1 Academic coaching	
<i>In-person</i>	\$100 / hr
<i>Virtual (Zoom)</i>	\$85 / hr
Standardized Test Prep (SAT/PSAT/ACT)	
<i>Single Session Test Prep</i>	\$115 / hr
<i>Three Sessions Test Prep</i>	\$309 / package
<i>Six Sessions Test Prep</i>	\$619 / package
Facilities Use	\$300 / week (drop in anytime M-Th 8:30am – 12pm)



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Hours of Operation (Study Hall)

Elementary students:

Monday to Thursday: 1pm – 4pm; individual sessions available on request, see next section (1:1 sessions). Minimum attendance: 2 days per week.

Grades 6-12 students:

Monday to Thursday: 8:30am – 12pm; individual sessions available on request, see next section (1:1 sessions). Minimum attendance: 2 days per week.

Hours of Operation (1:1 Sessions)

Every reasonable effort will be made to accommodate individual, 1:1 tutoring sessions at mutually agreeable and convenient times for students and learning coaches. **Sessions may be scheduled between the hours of 8am to 8pm, Monday to Saturday, and 8am to 6pm on Sundays, year-round.** Winter circuit tutoring may occur at HITS Post Time Farm or another public location, or via Zoom online videoconferencing.

Student and Parent Responsibility

It is incumbent upon students and parents to provide timely access to coursework and school contact information in order for Blue Ribbon Scholars to provide excellent academic services to our students. All students enrolled in Study Hall must provide syllabi and / or curricula in advance of sessions conducted by Blue Ribbon Scholars.

Students enrolled with Blue Ribbon Scholars should come prepared to Study Hall and 1:1 sessions with the required academic work to be completed. Parents are responsible for ensuring that their students have access to the assignments required by their school.

Academic Honesty

Students and parents acknowledge that Blue Ribbon Scholars services are provided for the purpose of facilitating learning, not cheating. Students and parents agree not to use Blue Ribbon Scholars services for any purpose in violation of the academic honesty policy or other conduct policies of their school, university, academic institution, or workplace.

Payment

Blue Ribbon Scholars accepts payment by credit card, check, Venmo (@Mira-Korber), or Zelle (mira@blueribbonsscholars.com). Make checks payable to “Blue Ribbon Scholars LLC.” Blue Ribbon Scholars will issue invoices at the start of each month and payment is due by the fifth of each calendar month. All guardians will be required to fill out a credit card authorization form, and cards will be run on the fifth day of each calendar month if payment has not been received at that time. Students and parents retain the flexibility to add further weeks of instruction as desired. Sessions cancelled with 24 or more hours’ notice will be credited towards the student account.

III. Services Purchase Agreement

I, _____, agree to enroll my child, _____, in the following Blue Ribbon Scholars program:



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Option 1:

Weekly study hall, on-site at HITS Post Time Farm (*NOTE: See session dates below*)

Option 2:

Hourly 1:1 coaching (*NOTE: Available year-round*)

Hours per week: _____

Virtual via Zoom or in-person at HITS or other public location TBD

Subjects requested: _____

Option 3:

Combination

Number of study hall days per week (*NOTE: Minimum 2 days Study Hall + 1-hour individual session*): _____

Hours of 1:1 coaching per week: _____

Subjects requested: _____

Option 4:

Facilities Usage Only (*NOTE: Appointment not required*)

Option 5:

Standardized Test preparation

Test name (ACT/SAT/other): _____

Hours of 1:1 coaching per week: _____

Subjects requested (e.g. math/verbal/other): _____

Show Week	Study Hall Dates	Check if applicable
<i>Holiday Series I</i>	November 28 - 30	<input type="checkbox"/>
<i>Holiday Series II</i>	December 11 - 14	<input type="checkbox"/>
<i>Pre circuit week</i>	January 8 - 11	<input type="checkbox"/>
<i>I</i>	January 15 - 18	<input type="checkbox"/>
<i>II</i>	January 22 - 25	<input type="checkbox"/>
<i>III</i>	January 29 - February 1	<input type="checkbox"/>
<i>IV</i>	February 5 - 8	<input type="checkbox"/>
<i>V</i>	February 12 - 15	<input type="checkbox"/>
<i>VI</i>	February 19 - 22	<input type="checkbox"/>
<i>VII</i>	February 26 - 29	<input type="checkbox"/>
<i>VIII</i>	March 4 - 7	<input type="checkbox"/>
<i>IX</i>	March 11 - 14	<input type="checkbox"/>
<i>X</i>	March 18 - 21	<input type="checkbox"/>
<i>Post circuit tutoring</i>	<i>Scheduling to be discussed with Mira</i>	<input type="checkbox"/>



IV. Participation Details

Student Departure from Blue Ribbon Scholars Facilities

I give consent for my child to depart from Blue Ribbon Scholars facilities with a legal parent / guardian or other designated chaperone present (specify name and contact information here):

Name: _____ Phone Number: _____

I give consent for my child to depart from Blue Ribbon Scholars facilities independently, without supervision of a legal parent/guardian or designated chaperone. *NOTE: Only available for students in grades 6 and up.*

Photo Release

I, _____, the parent or legal guardian of _____ do grant do NOT grant Blue Ribbon Scholars LLC my permission to use the photographs of my child for any legal use, including but not limited to: publicity, copyright purposes, illustration, advertising, and web content. Furthermore, I understand that no royalty, fee or other compensation shall become payable to me by reason of such use.

Parent / Guardian Signature: _____

Cancellation Policy

A minimum of twenty four (24) hours' notice is required to cancel any Study Hall or 1:1 sessions without a charge. The value of sessions cancelled with due notice will be credited towards future instructional hours with Blue Ribbon Scholars.

Services Disclaimer

Services provided by Blue Ribbon Scholars LLC are provided on an "as is," "as available," and "with all faults" basis. Blue Ribbon Scholars LLC disclaims all express or implied conditions, representations, and warranties of any kind, including any implied warranty or condition of merchantability, satisfactory quality, or fitness for a particular purpose. Blue Ribbon Scholars LLC makes no representations, warranties, conditions or guarantees as to the usefulness, quality, suitability, truth, accuracy, or completeness of services provided. Satisfactory academic performance cannot be guaranteed by any services rendered by Blue Ribbon Scholars LLC and affiliates.

Signature below constitutes that I have read and understood the above Services Disclaimer and the Enrollment Terms & Conditions on the following page.

Parent/Guardian Signature

Parent/Guardian Print Name

Date



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Enrollment Terms & Conditions

- 1. The Parties:** This agreement is between the customer (meaning the parent/guardian/adult student) who has signed the Student Enrollment Application and Blue Ribbon Scholars LLC.
- 2. Term:** The term commences on the date that both parties have signed this agreement and will terminate after the fulfillment of the sessions with Blue Ribbon Scholars LLC indicated on the Student Enrollment Application, subject to renewal and/or modification in accordance with paragraph 4.
- 3. Notices:** Anywhere in Blue Ribbon Scholars LLC documentation: "Written notice" means (i) an email notice to info@blueribbonscholars.com.
- 4. Renewal:** The customer and Blue Ribbon Scholars LLC agree that this Enrollment Terms of Service may be renewed, extended, or otherwise modified, and that the customer's credit card may be charged accordingly, by verbal or email notice with electronic signature (customer's name as it appears in the Student Enrollment Application), set forth within an email notice, and preceded and followed by slashes; for example, /John Doe/. You must have a computer with hardware and software capable of receiving emails, downloading and reading documents, and storing them on your computer.
- 5. Guardian:** It is recommended that a guardian be present during each Blue Ribbon Scholars LLC study hall or 1:1 session with any minor (any minor is a student under the age of 18. A guardian means a parent over the age of 18). Given that a guardian's presence may not be practicable for every Blue Ribbon Scholars LLC session, the guardian agrees to accept Blue Ribbon Scholars LLC session reports as documentation of work completed with a tutor. Reasonable effort, as defined by Blue Ribbon Scholars LLC, will be made to recap each session but Blue Ribbon Scholars LLC is not responsible for errors or omissions in session reporting.
- 6. Tutors:** It is understood that Blue Ribbon Scholars LLC will do all it can to find a suitable 1:1 tutor (for students enrolled in the 1:1 tutoring program) in a reasonable time solely defined by Blue Ribbon Scholars LLC once deposit has been cleared. 1:1 Tutor availability varies depending on season, subject, and student availability. All tutors are screened. Any concerns that a customer may have with a tutor match should be shared as soon as concern is noted and discussed with Blue Ribbon Scholars LLC to allow opportunity for resolution.
- 7. Tutor Solicitation:** Blue Ribbon Scholars LLC is required to ensure in writing that Tutors it has contracted are not allowed to accept direct employment or referrals from Blue Ribbon Scholars LLC customers. Solicitation of services with a Blue Ribbon Scholars LLC tutor, except through Blue Ribbon Scholars LLC, is strictly prohibited.
- 8. Cancellation Policy:** The customer must contact Blue Ribbon Scholars LLC to arrange for rescheduling. We require a minimum of twenty-four (24) hours prior notice to reschedule a study hall or 1:1 session. The customer will be charged if sufficient notice is not provided. The authority to cancel/reschedule sessions is only allowed by the customer (parent/guardian/adult student).
- 9. Non-sufficient funds (NSF payments):** An NSF payment may result in the termination of this agreement at the sole discretion of Blue Ribbon Scholars LLC. A replacement payment by cash, certified or cashiers' check or money order plus an NSF fee of \$25 dollars must be received by Blue Ribbon Scholars LLC within five (5) business days after the customer receives an NSF notification. Declined credit cards and stopped payments shall be considered as NSF payments.
- 10. Blue Ribbon Scholars LLC Exclusive Right to Terminate:** This agreement may be terminated at any time if, in Blue Ribbon Scholars' judgment, the tutoring is being conducted under circumstances not conducive to the student's success. This includes, but is not limited to, abusive, hostile, or unsafe environments; unreasonable expectations placed upon the tutor; and any attempts by the customer or student to compromise the tutor's integrity. If Blue Ribbon Scholars LLC terminates the enrollment, all paid unused 1:1 session and study hall time will be refunded to the client.
- 11. Blue Ribbon Scholars LLC Guarantee:** Parents, guardians, and adults may request change of tutors within reason, as defined by Blue Ribbon Scholars LLC. Used 1:1 sessions and study hall time are not refundable. Within 15 days of enrollment, with written notice, the account can be closed, and the closing balance determined as follows: Total monies received minus value of used hours, minus a \$100 administrative fee. A negative balance is due in full to Blue Ribbon Scholars LLC at the time of cancellation. Blue Ribbon Scholars LLC will refund any remaining positive balance within 30 days of cancellation.
- 12. Referral Reward:** Earn a \$60 off discount for each referral that results in a new enrollment (minimum of \$600 value for the new enrollment). A minimum of one payment to Blue Ribbon Scholars LLC must clear to qualify.